

ALASKA PIONEER HOME		P&P No: 07.10
Title: Veterans' Administration Medications		Approval: D. COTE
Key Words: VA provider, Storage, Administration, Refill, Review, Disposal		
Team: Pharmacy, Nursing	Effective Date: 1/1/11	Page: 1 of 4

PURPOSE

To explain how to obtain, store, administer, and discard medications received from the Veterans Administration (VA) for veteran residents of the Alaska Pioneer Home (APH).

POLICY

Veteran residents of the APH have the option to use the VA and military base health care systems for their health needs.

Level I veteran residents of the APH may self-administer their medications.

APH nurses assist administration of the VA medications to Level II and Level III veteran residents.

APH veteran residents who use non-VA providers may obtain their medications from the APH Pharmacy.

APH veteran residents use either the VA Pharmacy *or* the APH Pharmacy, but *not* a combination of both Pharmacies.

DEFINITIONS

Veteran is a person who serves active duty in the military and is honorably discharge. The veterans include both active duty personnel and retirees. If the Reservists and National Guard members serve active duty in the military, they are also considered veterans.

Veterans Administration is a department in the United States government that provides benefits and services to American veterans.

VA benefits include benefits from the Veterans Administration *and* military bases.

Representative is the legal representative who may act on behalf of the resident for medication decisions.

Title: Veterans' Administration Medications**PROCEDURE****I. APH Veteran Residents who use the VA Medical System****A. Medical appointments with VA providers**

1. The veteran resident takes an APH physician visit form when visiting a VA provider.
 - a. The reason for the resident's visit is stated on the form.
 - b. The resident or representative assures that changes to the orders are noted on the physician visit form. Changes include new or changed medication orders.
 - c. The completed form returns to the Home with the resident, and is given to the nurse.
2. The veteran resident or representative obtains medication for a new order from the VA pharmacy. A supply is needed to cover the days until the VA medication is mailed to the Home.
3. The veteran resident is responsible for co-pay and deductible charges by the VA.
4. The veteran resident or representative gives all information, orders, medical supplies, and new medications from the VA provider to the APH nurse upon return to the Home.
5. The APH nurse reviews the information and new orders, and adapts them to the resident's care.
6. New or changed medication orders are noted in the resident's chart and updated in the MAR (medication administration record).
7. Prescription medication and medical treatment are administered in the dosage, at the intervals, and in the manner prescribed by the physician or a legally authorized person.

B. VA medications

1. Storage of VA medications
 - a. Medications and supplies provided by the VA are stored in accordance with current APH storage policy.
 - b. Medication is in a secure area that is designated for medication storage, and is segregated by resident.
2. Receipt of VA medications by mail
 - a. The APH mail room delivers the unopened VA medication package to the Level I resident, or to the nurse caring for the Level II or Level III resident.
 - b. The nurse compares the provider's order to the medication received to ensure accuracy.

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- c. The medication receipt is filed in the resident's chart.
 - d. The MAR is updated.
 - e. The nurse contacts the provider for clarification if the medication does not match the order or if the order was not received.
 - f. Controlled substances are inventoried and handled per APH policy for local acquisition of medications.
3. Administration of VA medications
- a. Licensed nurses assist with administration of VA medications, not CNAs (certified nurse aides).
 - b. VA medications are kept in the original VA container and *not* transferred to a medicine set.
 - c. The dosage is obtained from the original VA container by the licensed nurse.
 - d. The nurse documents the medication name, dose, date, time, route, and the nurse's initials in the MAR after administration.
 - e. Controlled substances are handled per APH policy.
 - f. The VA provides over-the-counter medications. VA residents do *not* use APH floor stock.
4. Refill of VA medications
- a. The nurse reorders medications before the veteran's supply runs out, by calling the VA medication reorder system.
 - 1) 30 days prior for mail order medication
 - 2) 10 days prior for local pick-up medications
 - b. The resident's family or representative is notified that the medication is ready to be picked up at the VA Pharmacy.
 - c. The family or representative is responsible for and provides the means to transfer the medication from the VA Pharmacy to the Home.
 - d. The family or representative provides an alternative contact for VA medication pick up.
 - e. APH staff does *not* pick up VA medications and bring them to the Home for resident use.
 - f. A care conference is held for a family or representative who fails to pick up VA medications for the resident.
 - 1) Failure to provide prescribed medications to a resident could cause physical harm to the resident, and create a liability to the nurse and the Home.
 - 2) The resident's family or representative is advised of possible discharge of the resident from the Home.
5. Quarterly review of VA medications
- a. APH nurses fax the Accu Care physician order sheet to the VA providers quarterly (every 90 days).

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- b. The VA providers review and sign the sheet.
- c. The signed sheet is returned to the Home and filed in the chart under physician orders.
- 6. Disposal of VA medications
 - a. Standard APH medication disposal is used to dispose VA medications.
 - b. Only VA medications with a current physician order are stored in the Home.
 - c. VA residents agree to APH medication disposal methods upon admission to the Home.

HISTORY OF REVISIONS

New: 11/10/09.
Revised: 1/1/11.
Reviewed:

ATTACHMENTS